

Emergency Support Function #11

Food

Primary District Agency:	Department of Human Services
Support District Agencies:	Child and Family Services Agency Department of Parks and Recreation DC National Guard DC Office on Aging DC Public Schools Department of Employment Services Department of Health Department of Mental Health District Department of Transportation Emergency Management Agency Metropolitan Police Department Office of Contracting and Procurement
	<i>Non-Governmental Organizations:</i> American Red Cross Consortium of Universities
Lead Federal Agency:	U.S. Department of Agriculture

I. Introduction

A. Purpose

The purpose of ESF #11—Food is to identify, secure, and arrange for the transportation and provision of food assistance to affected victims and response staff/volunteers following a public emergency or other event requiring an emergency response.

B. Scope

To accomplish this function, activities will be undertaken to identify food assistance needs in the aftermath of a public emergency. These activities will include coordinating with the American Red Cross (ARC), Emergency Management Agency (EMA), Department of Human Services (DHS), and local, federal, and voluntary organizations to determine food assistance needs; obtaining appropriate food supplies; arranging for transportation of those food supplies to designated shelters and/or staging areas within the disaster area; and authorizing disaster food stamp assistance.

II. Policies

- A. ESF #11 will be activated by District officials upon notification of occurrence of a potential or actual public emergency.
- B. Actions undertaken for ESF #11 will be guided by and coordinated with District and local disaster officials.
- C. Food supplies secured and delivered by ESF #11 will be suitable for either off-site distribution or congregate meal service, as appropriate.
- D. Transportation and distribution of food supplies within the affected area will be arranged by federal, District, local, and voluntary organizations.
- E. Agencies responsible for ESF #6—Mass Care involved in mass feeding will coordinate and support, as appropriate, ESF #11. (Office on Aging Memorandum of Understanding with Meals on Wheels, etc.)
- F. The use of congregate feeding arrangements will be encouraged as the primary outlet for disaster food supplies.
- G. Priority will be given to moving critical supplies of food into areas of acute need and then to areas of moderate need.
- H. Upon notification that commercial channels of trade have been restored, District officials may authorize the use of disaster food stamp program procedures, located in ESF #6—Mass Care.

III. Situation

A. Disaster Condition

A significant public emergency may deprive substantial numbers of people access to food or the means to prepare food. In addition to substantial disruption to the commercial food supply and distribution network, a major disaster may destroy, partially or totally, food products stored in the affected area.

B. Planning Assumptions

- 1. Approval of requests from the Mayor or disaster relief organizations for access to and/or distribution of food may be given by telephone, radio, or written communications, depending on circumstances, within 12 hours of the public emergency.
- 2. Within the emergency area, the following conditions may exist:

- a. Fifty percent of the food processing and distribution capabilities in the District of Columbia are disrupted.
 - b. Seventy-five percent of the water supply is unusable, requiring juices or potable water supplies to be made available to the affected population. (Note: Potable water also will be supplied by ESF #3—Public Works and Engineering.)
 - c. There is a near-total disruption of energy sources (e.g., electricity and gas). The only sources available are oil for generators and propane tanks. Most commercial cold storage and freezer facilities are inoperable.
3. On the fringes of the geographic areas affected, there may be schools and small institutions with large inventories estimated to be sufficient to feed up to 10,000 people for three days and supply their fluid needs for one day (i.e., a minimum of 1,800 calories and 3 gallons of liquid per day per person).

IV. Concept of Operations

A. General

1. ESF #11 will provide public emergency food supplies to designated disaster staging areas and/or authorize the issuance of disaster food stamps, also located under ESF #6—Mass Care.
2. At all times, requests for food, including types, amounts, and destination locations, will be processed through the Consequence Management Team (CMT) at the Emergency Operations Center (EOC). It is expected that the DHS will be the point of contact (POC) for all District-initiated requests for food assistance.
3. After initial food assistance requests are forwarded to the EOC, the ESF #11 team leader will coordinate efforts, in conjunction with EMA, to obtain and transport foods and/or authorize disaster food stamps. During the first 72 hours following a notification of a public emergency, this ESF will be staffed at least in the EOC around the clock. After this time, continuation of 24-hour operations will be reconsidered by the CMT and the District ESF #11 Liaison Officer, who is the official POC within DHS for any matter pertaining to ESF #11.

B. Organization

1. At the District level, ARC, assisted by DHS and EMA will coordinate all ESF #11 activity. Since each support agency will be represented at the EOC, DHS will maintain contact with those representatives as necessary at those locations for the duration of the public emergency response period. Support agency representatives will have sufficient knowledge of the capabilities and resources of their agencies, with appropriate authorities to commit resources to the response effort.
2. If a Presidential Disaster Declaration is issued, DHS will process its requests for federal assistance through the CMT to the District Coordination Officer (DCO) who will make a formal request to the Federal Coordinating Officer (FCO). After a mission assignment has been made from FEMA to ESF #11 or another agency, ESF #11 will coordinate the delivery of assistance. DHS will have a representative present or available for duty at the Disaster Field Office (DFO) on a 24-hour basis for the duration of the emergency response period.

C. Notification

1. The EOC will notify DHS of implementation of the District Response Plan (DRP). The DHS official then will notify the other primary agencies, and the appropriate District agency officials will notify their respective staffs. DHS will maintain the database of emergency staff contacts for all agencies. Staff notification and assignments may be designated from staff home locations rather than work locations as the emergency area and time dictate.
2. DHS officials will attend meetings of the CMT and will be available as necessary for the duration of the initial response period.

D. Response Actions**1. Initial Actions**

- a. DHS will determine the critical needs of the affected population in terms of numbers of people, their location, and usable food preparation facilities for congregate feeding.
- b. ARC and DHS will catalog available resources of food, transportation, equipment, storage, and distribution facilities and be able to locate these resources geographically.
- c. ARC will evaluate the adequacy of available resources relative to need on a geographical basis.

- d. The Department of Health (DOH) will develop procedures to maximize the inspection of all food to determine, to the extent possible, that all such identified food is safe and fit for human consumption.
- e. ARC and DHS will coordinate the shipment of food to staging areas within the emergency area, with the assistance of the Metropolitan Police Department (MPD), the District Department of Transportation (DDOT), and the Department of Public Works (DPW).
- f. The Office of Contracting and Procurement (OCP) will initiate direct market procurement of critical food supplies not available from existing ARC inventories or other authorized sources.

2. Continuing Actions

- a. DHS will expedite requests, if any, for emergency issuance of food stamps after access to commercial food channels has been restored.
- b. ARC and DHS will activate pre-established agreements and set up logistical links with organizations involved in long-term congregate meal services.
- c. ARC and DHS will establish need for and use predetermined process for the replacement of food products transferred from existing program inventories.

V. Responsibilities

A. Primary District Agency

Department of Human Services (DHS)—DHS will respond to the activation of the ESF and will assist the ARC with bulk food or meal acquisition and emergency feeding both inside and outside of the shelter environment. DHS will coordinate the deployment of District agency staff for feeding, facilitate food acquisition and distribution by coordinating purchases and reimbursement, and oversee logistics for emergency food supplies during the crisis period. DHS will also activate the Disaster Food Stamp and Voucher Issuance Program within 72 hours to authorize emergency issued food stamps and vouchers to its eligible customers and families to purchase food on the open market, as necessary. DHS will determine, in coordination with the ARC, EMA, Salvation Army, and other sources of information, the critical needs of the affected population in terms of numbers of people, their location, and usable food preparation facilities for congregate feeding.

B. Support District Agencies

- 1. Child and Family Services Agency (CFSA)**—CFSA will mobilize its staff and volunteers to assist in District-wide feeding and will help staff the Disaster Food Stamp and Voucher Issuance program sites, as necessary. CFSA will also oversee the identification, processing, protection, and feeding of any children who may be separated from their parent(s) or guardian, or children identified or reported to be at risk for neglect or abuse, either in the shelters or in the community during the emergency period.
- 2. Department of Parks and Recreation (DPR)**—DPR will mobilize its staff and volunteer organization as directed by DHS to assist in District-wide responses. Activities may include providing transportation or assisting with mass feeding.
- 3. DC National Guard (DCNG)**—DCNG will coordinate and provide, upon public emergency declaration, mobile feeding facilities and personnel and will assist with the delivery of bulk food and cooking supplies.
- 4. DC Office on Aging (DCOA)**—DCOA will provide technical assistance in the management and feeding of the elderly housed in the shelters. DCOA will identify, to the extent possible, the location of seniors in need of transport to mass feedings, congregate meals, and food distribution centers.
- 5. DC Public Schools (DCPS)**—DCPS will provide food storage and mass feeding/food distribution center sites, if needed. DCPS can also help identify emergency food vendors, especially those who offer pre-packaged food in children's portions as needed.
- 6. Department of Employment Services (DOES)**—DOES, in coordination with EMA, will help recruit emergency manpower to assist in emergency feeding requirements and the delivery of emergency food and supplies
- 7. Department of Health (DOH)**—DOH will monitor the emergency food assistance program to ensure that food is transported, stored, handled, prepared, and served in accordance with safe food practices.
- 8. Department of Mental Health (DMH)**—DMH will provide bag meals in emergency situations. A three-hour lead-time will be required for preparation of the meals. DMH will provide storage space, refrigeration, and food preparation at St. Elizabeth's Hospital for bulk meals/food supply stockpiles.
- 9. District Department of Transportation (DDOT)**—DDOT will assess traffic signal operations and the physical conditions of roads for

evacuations and will report this to the EOC. DDOT will provide transport drivers and vehicles as needed and as available. DDOT will also coordinate with DHS and other support agencies in assessing transportation needs and directing such transportation through the District in coordination with any evacuation plan or federal agency evacuation or work release that would impinge on transportation of people, food, or supplies. DDOT will coordinate with Metro for use of buses and drivers for the evacuation transport of elderly and special needs populations.

10. **Emergency Management Agency (EMA)**—EMA will help coordinate the various District and federal agencies and private group responses to emergency feeding requirements, including community food banks. EMA will help DHS coordinate use of federal stockpiles of food through FEMA if federal assistance is deemed necessary by the CMT.
11. **Metropolitan Police Department (MPD)**—MPD will provide support and assistance in cooperation with DHS and other city agencies in the event that emergency food is required. MPD will maintain security around emergency feeding areas, including control of ingress and egress in coordination with DHS and EMA. MPD will provide support and assistance to facilitate the delivery of emergency food and supplies. MPD will help notify the public by providing direction and security along predetermined routes to reach central food locations and will assist in ensuring that any ingress and egress to such locations is conducted in an orderly and safe manner.
12. **Office of Contracting and Procurement (OCP)**—OCP will manage the development and execution of emergency food/meal contracts to supplement ARC supplies for emergency events and mass care feedings or food distribution to large staging areas.
13. **American Red Cross (ARC)**—ARC will coordinate with EMA in the identification and processing of food requests and will coordinate with DHS and other support agency personnel upon the receipt of food or meals for distribution to or the feeding of persons housed in the shelters or in mass feeding staging areas.
14. **Consortium of Universities (CoU)**—CoU will advise the EMA and DHS on the availability of alternative feeding sites or food preparation centers that may be in proximity to the public emergency site(s). CoU will provide any available facility resources and volunteer staff for the preparation, serving, or distribution of meals and bulk food. CoU will also provide support services such as language interpreters or cultural interventions, as needed and available.

C. Lead Federal Agency

U.S. Department of Agriculture (USDA)—USDA is the lead federal agency for ESF #11 and will provide direct, technical, and other support to the District through the District's lead agency for ESF #11, DHS.

Upon the declaration of an emergency or major disaster by the President under the authority of the Robert T. Stafford Disaster Relief Act as Amended, April 1999, the Federal Response Plan will be implemented by the Federal Emergency Management Agency (FEMA) and other federal departments and agencies. Initially, these agencies will operate out of the FEMA Regional Operations Center. Later, when the DFO is established near the disaster area, the agency ESF representatives that comprise the Emergency Response Team will be in the DFO.